

ATTACHMENT C

Secretary of State's Council on Library Development Meeting Minutes

Kirkpatrick State Information Center
Roy Blunt Conference Room
Jefferson City, MO

April 2, 2004

Members present: Parker, Burris, Rickerson, Bentley, Busch, Coleman, Baker, Jones, Sullivan, Shaw

Staff present: Reading, Shimon, Dahms-Stinson, Callison, Harris, Radetic, Ross, Wingo, Adams, and Doering

Guests present: Margaret Booker, Executive Director-Missouri Library Association, Jeanne Sullivan-MOREnet, Tracy Byerly-Missouri Library Network Corp., May Dowsand, Jo Sapp, June Smart-Missouri League of Women Voters, Randy Scherr-Missouri Library Association Legislative Liaison, Lisa Walters-Department of Elementary and Secondary Education

Absent: Black, Burson, Fucsh, Hogerty, Jetton, Nordwald, Polk, Skaggs, Stoll, Sundermeyer

Busch called the meeting to order at 9:30 a.m.

Council members and guests were introduced.

Linda Harris, Director of Reference Services, introduced Laura Radetic as the new Inter-Library Loan Technician in Reference Services.

Follow-up to Council discussion on help for small libraries

As a result of the discussion regarding small library assistance at the last council meeting, Parker presented some ideas from the State Library for continued discussion.

- **Training technology programs to maximize impact – Barbara Reading**

Reading said the State Library is putting some programs together to meet the technology needs of the smaller libraries. There have been a number of issues brought to the attention of the State Library. Some of the needs include higher bandwidth, equipment costs, and technical expertise for staff.

Attendance at training sessions offered by the State Library has been low. Some of the training sessions were cancelled due to lack of participation.

At this point, several options are taking shape. One is a grant from the Bill and Melinda Gates Foundation called “Staying Connected.” Missouri is eligible for \$429,000. The grant requires a 50% match. These funds can be allocated over a three year period as the State Library deems fit, among four different areas: replacing public access computers, training, technical support, and connectivity upgrades. Funding from the different areas will be in an integrated package of technical assistance. A group of libraries will be chosen to participate, consisting of small and/or middle-sized libraries. The libraries would receive a network assessment or vulnerability audit. In order to participate in the program, the libraries must also agree to have staff attend certain training sessions.

Reading said MOREnet could conduct training in areas other than Columbia. Videoconferencing could also be used as a training tool, but it does not work well with computer training which requires hands-on activities.

- **Visits to small libraries – Sara Parker**

Parker said she is planning a trip to some of the small libraries located in the Bootheel area in May and plans to visit more in other parts of the state in the summer. Sometimes a change in director or change in the library board or city official will cause these libraries to become active.

- **Making grant applications less formidable – Kay Callison**

Callison said the grants are in four different groups. They are equipment awards, digitization grants, videoconferencing grants, and training grants. Programming grants include grants for literacy, seniors’ services, after-school connections, planning and standards, bring in an expert, and professional development.

These types of grants are structured for balance and flexibility within the budget requirements. Information contained on the grant application is required for compliance with LSTA for the annual report.

Rickerson said it would helpful to have an example of a successful grant application included in the packet. It would be beneficial especially to first time grant applicants.

Sullivan suggested a list of successful grantees for new applicants to contact, or place the list on the Web.

- **Use of Libraries Helping Libraries and Bring-In-An-Expert grants – Sara Parker**

Parker gave a brief history of libraries in Missouri, including staff at the regional level. Until 1995, the State Library used federal funds to hire personnel stationed throughout the state. When this was discontinued, the State Library created the “Libraries Helping Libraries” program. The program was partially successful and the State Library started offering “Bring In An Expert” grants. This grant program has had some success. The experts are rarely from a neighboring library.

Parker asked the Council if reinstating consultants throughout the state should be something to present to the new Secretary of State.

Burris asked if a member from the Libraries 911 Group could come and speak to the Council with ideas on ways to help the smaller libraries.

Busch suggested the Grand Rivers Library Group would be a better choice.

Busch suggested identifying experts throughout the state and preparing a contact list for the libraries.

Rickerson said the University of Missouri-Columbia Extension Offices has experts throughout the state. Possibly libraries could use their services.

Report on videoconferencing network – Barbara Reading

Reading said the goal for the videoconferencing network is to have better communication and training opportunities throughout the state so library staff would not have to always travel to Columbia or Jefferson City for training.

The current operational videoconference sites are:

St. Louis Public Library	St. Charles City-County Library
Daniel Boone Regional	Springfield-Greene County Library
West Plains Public Library	St. Louis County Library

These were established from the first round of grants. The next round brought in:

Cass County Library	Little Dixie Regional Library
Missouri Library Network Corporation	Northeast Missouri at Kahoka
Mississippi County Library	

Four new sites were awarded in this year’s fall round. They are:

Carrollton Public Library	Mid-Continent Public Library
Rolling Hills Consolidated	Dunklin County Library

The State Library has used the videoconferencing network for programs such as “Trade Secrets.” Current and upcoming programs include trustee workshops, Novelist pilot program training, MLNC training, and the State Librarian’s legislative updates.

Some requirements to use the videoconferencing network include having a technical person in the room and scheduling the session through MOREnet to reserve bandwidth. The State Library reserves 12 days a year for its own videoconferencing.

Parker suggested the Council hold a future meeting by videoconference. The response from the Council was unanimous to try this at a future meeting.

Legislative Update – Chuck Pryor and Randy Scherr

Scherr said the library theft bill includes damages. It has been heard but has not passed the committee. Parker said this might be added to the Judiciary bill.

Scherr said there are two key bills dealing with the Sunshine Law. There are some concerns. The political subdivisions are not happy with these bills.

Senate Bill 1395 by Charlie Shields removes the \$10 million cap for the arts from the Out of State Athletes and Entertainers’ Tax. Sports authorities in the state want the A&E money for stadiums, particularly in the Kansas City area. A draft provision would establish a benchmark year for a specific dollar amount, with any money over that amount to fund the sports authorities or go into the general revenue fund. The provision is written so the sports authorities can take the money from the A&E tax before any is given to the cultural partners.

Parker asked Scherr if Bill 1358 (Conceal and Carry) is going to be heard. Scherr said the only legislation on Conceal and Carry has had to do with the fees.

Parker said the House Budget Committee has taken all the amendments to the bills. It is now a matter of voting the bills out to the floor. Library funding and the funding for the Secretary of State’s Office will be at current level.

House Bill 1347 and Senate Bill 1044, which place the Secretary’s Council on Library Development into statute and provide for an electronic State Publications Access Program, are consent bills. Both have passed their chambers and crossed to the other body.

Report of meeting with state librarians and OCLC – Sara Parker

Parker said the meeting was a two-day discussion on state libraries’ perceived needs over the next three to five years. Twenty-five state libraries and approximately ten network directors attended.

ShowMe the Connection Study Update – Lisa Walters

Walters said the second round of the study has now been completed. It focused on what affected usage, summer reading, and access in school libraries.

Regional meetings will be held throughout the state in June to share this information. Superintendents, principals, teachers, and school librarians have all been invited to attend.

A plain English version without statistics is currently in process. It will be a readable version of the study. It will also be published on the Web. The first study is currently on the Web at the Department of Elementary and Secondary Education (DESE) Website.

Implementation of the State Publications Access Program – Linda Harris

A proposed revision of RSMo Chapter 181 has been written and bills have been filed in both chambers of the General Assembly.

The complete implementation of the plan for electronic state publications depends on certain measures with the legislation, particularly the requirement for state agencies to submit new publications to the Secretary of State electronically.

A survey was distributed to state agencies to obtain a sense of the amount of state publications in the near future. The results showed many FY04 publications will be published in print and electronically.

Criteria will need to be developed for participating libraries. This should include placing an agreement on file with the State Library, maintaining historical collection of the publications, receiving program publications in print when available, providing online Web-accessible bibliographic access to the collection, attend training sessions in the use of state publications, and providing training for other library staff.

Administrative Rules will need to be developed to define:

- Secretary of State's Office responsibilities
- Participating libraries qualifications and responsibilities
- State agency responsibilities
- State Library responsibilities
- Description of publication format for the Access Program

There will be a public relations campaign to announce the program. Electronic publications will come more consistently than paper versions.

Current efforts in strengthening children's services – Nancee Dahms-Stinson and Nancy Doering

Doering gave a brief description of the summer reading program from Wolfner Library. This summer the statewide theme is "Discover new trails at your library." The Lewis and Clark expedition will be emphasized along with nature, trailblazers, etc. In addition to the statewide "Discover New Trails" theme, the theme for the teen summer reading program is "Get Lost At Your Library." Forms will be send out to the libraries to request the posters and materials for the summer reading programs.

Wolfner's summer reading program has four divisions: pre-school, primary grade level, middle school, and teenagers. Invitations are mailed to patrons. A count will be taken of the number of minutes participants read or are read to. They select their own reading goals, and report at the end of the program the total number of minutes they read or were read to. If they meet or exceed the goal they set, they get to choose a book to keep. If they meet their goal, their name is placed into a drawing for various prizes.

The program themes for 2005 are: Teen Reading Program – "Joust Read"
 Summer Reading Program – "Dragon Dreams and Daring Deeds"

The theme for 2006 will focus on pets.

Dahms-Stinson said another program just starting is the early literacy training. In 2004, a satellite training course called "Winning Teams" began. It has three-nine hour courses. Nurturing the young learner, guiding behavior, and learning to read and write are the three courses. They began in February and will end on April 27. The courses are free and offered at 49 sites, four of which were libraries. As part of the literacy initiative, the State Library distributed \$15,000 in LSTA grant funds to support the training.

Dahms-Stinson also spoke on a new project called "NetSmartz." The NetSmartz workshop is an interactive, educational resource program from the National Center for Missing and Exploited Children and the Boys and Girls Clubs of America, for children ages 5-17, parents, guardians, educators, and law enforcement. NetSmartz uses age appropriate activities to teach children how to stay safe on the Internet. The goal of the workshop is to improve young people's safety awareness, prevent victimization, and increase self-confidence. The program is designed to teach children about Internet safety. Upon completion of the program, they receive a certificate.

The program and information are available for download at the MOREnet Web site. The State Library is encouraging libraries to incorporate this into training and workshop programs. MOREnet will offer training sessions on NetSmartz.

State Librarian's Report – Barbara Reading for Sara Parker

Reading reported the additions to the State Librarian's Report are as follows:

- Atchison County has proposed a tax levy increase for their library system, which will appear on the ballot next week
- Library Development is currently recruiting for three professional positions. They are technology and census consultant, continuing education consultant, and library administration consultant
- Patrice Vale has retired from the State Library as the continuing education consultant

Burris moved to accept the minutes. Shaw seconded. Motion carried.

Reading suggested using the videoconferencing network for the August 13 Council meeting. Several locations can be set up for this if the Council would like to try it.

Busch said to plan on holding the August 13 meeting by videoconference.

Baker said the Olin Library is having an opening ceremony on May 7, at 3:30 p.m.

Busch adjourned the meeting at 3:00 p.m.